

Standish Village Hall Management Committee
Minutes of Meeting held at Standish Village Hall
On 28th February 2019

1.Present;

Ian Richens(chair); Keren Mattfield; Richard Flaxman; Pam Simonett; Jackie Knights; Celia Smith; Alison Widgery; Terry Hefferman
Apologies;John Simonett

2.Minutes of previous meeting and matters arising;

Minutes of the meeting on 28th November 2018 were approved and signed.

- PS and RF have agreed procedures
- Dripping tap and loose plaster around door dealt with

3.Treasurer's Report

- Bank now authorised RF to manage accounts and small amount of compensation received for delay and inconvenience.
- Total Cash; £14000 including reserve account
- RF has reviewed service charge with ERFA

4.Maintenance Report

- TH queried if handdryers should be left on. Yes
- TH has identified a trip hazard in the car park. TH to show IR **ACTION:IR/TH**
- Thanks to Terry for keeping car park tidy
- Joint in gutter outside door was dripping and creating an ice hazard. Now mended
- JK reported PC concerned about trailing leads underneath television. Already resolved. JK to check with PC that OK now **ACTION:JK**
- **Hearing Loop** Company who gave quote to be kept on hold. Application for Community Funding Grant from UBB can be made from March **ACTION:IR**
- **Double Glazing** in Lucy's room still to be considered. Keep on Agenda
- **Emergency lighting and fire alarm testing** has usually been done by Stan. IR to check regulations as to how often this should be done **ACTION:IR**
(IR has now checked and found can be every 6 months. JS has agreed to carry out the checks)

5. Lettings Secretary's Report

Bookings still healthy especially compared to a few years ago but mostly from people outside the village.

- Agreed keep fees as they are but query amount for 3day bookings for weddings
- Feedback good and get repeat bookings. Put testimonials on website **ACTION: JS**

6.Lease of downstairs offices

KYM pleased to report sublease has been signed by JS and KYM. Now going to ERFA to sign and then GDT. Completion will then take place and lease will officially commence from date of completion. KYM to let RF know when invoice for fees received. Estimated to be around £3000 **ACTION: KYM**

7.Housekeeping /caretaking

- Rota working but TH needs another copy **ACTION: JS**
- Agreed standard of cleaning now better

8.Website/Facebook/publicity

- KYM still to check with local villages to see if they want to share the page. **ACTION: KYM**
- KYM to add Celia as joint administrator. She has now 'liked' page **ACTION: KYM**
- KYM read out changes John has had made to website which are good
- Leaflet dropping list worked last time Tell JS if not working for any individual **ACTION: ALL**

9.Future events and past feedback

- Dec 13th **Christmas Social** with Harlequintet well supported and very good.

PS read report from JS about **summer music evening**. Jason has agreed. If proceed with Cotswold Big Band date would be Sunday 14th July

- Agreed go ahead with CBB 14th July
- 4pm picnics 6pm band 8.30pm finish. Entrance fee to be increased slightly
- As many as possible to help with taking down Pam and John's marquee and putting it up in Court then striking it again and repitching at Pam and John's
- TH agreed to take on any land clearance needed at the Court
- IR to speak to JS to get ball rolling

ACTION:IR

Any other urgent decisions to be made by e mail

JK has been asked if we can put on another **quiz night**

- To be discussed at next meeting and possibly held in the Autumn

10.AOB

- Committee were asked to look on Facebook at The Summer Tractor Run and support if they feel able
- Grants-IR will move forward
- JK has been asked if we can update photos and collages of past events on wall. NM to be asked to do more up-to-date ones
- JK gave Committee update on Stan. He is in Gloucester Royal Hospital ward 4B and is not at all well. We wish him well
- Committee asked on the progress of Nigel's treatment and asked for their best wishes to be passed on to him

ACTION:IR

ACTION:NM/PS

11.Date of next meeting

Tuesday 7th May 2019 7.00pm

Meeting closed at 9.00pm